



Chesterfield County, Virginia

Purchasing Department

9901 Lori Road – P.O. Box 51 – Chesterfield, VA 23832-0001

Phone: (804) 748-1617 – Fax: (804) 717-6378 – Internet: chesterfield.gov

NOTICE TO BIDDERS

May 30, 2017

Sealed Bids on behalf of Chesterfield County, Virginia, will be received in the Purchasing Department, 9901 Lori Road, Lane B. Ramsey Building, Room 303, Chesterfield, Virginia 23832-0001, until but no later than **2:00 p.m.** local time prevailing, **July 13, 2017** and then publicly opened and read immediately thereafter for the following:

Invitation for Bid #17-1640, Construction, HVAC Replacement and Envelope Improvements – Rogers Building

Scope of Work: The project is generally described as all labor, materials, and equipment necessary for replacement of the HVAC systems, building envelope improvements, replacement of certain windows, removal and replacement of suspended ceilings and modifications to numerous attic ladder and access hatches, and other items necessary for the completion of the work in accordance with the plans and specifications dated May 25, 2017, and any addenda, as prepared by Thompson Consulting Engineers Mechanical and Electrical Engineering, 22 Enterprise Parkway, Suite 200, Hampton, VA 23666.

Please direct any and all questions regarding the Invitation for Bid and/or Invitation for Bid Documents in writing to Kevin Allen, P.E., Thompson Consulting Engineers at (757) 599-4415, or by email to: kallen@mjtengineers.com.

PRE-BID CONFERENCE (NON-MANDATORY): A non-mandatory pre-bid conference will be held on Friday June 16, 2017 at 9:00 a.m. The conference will be held at the Chesterfield County Purchasing Department, 9901 Lori Road, Lane B. Ramsey Building, 3rd Floor, Room 303, Chesterfield, VA 23832. Attendance is strongly encouraged; however, it is not mandatory in order for your bid to be considered for award. An escorted tour of the Rogers Building will be conducted, immediately after the Pre-Bid Conference, for those Bidders interested in familiarizing themselves with the current layout of the existing occupied floors and to access the various attic and related space where work is required under this contract. Due to the sensitive nature of the work in this facility, this tour will start promptly at the designated time and no one will be allowed to join or catch-up to the tour once it moves beyond the Public Lobby. A second and FINAL opportunity for Bidders to participate in an escorted tour will be offered at 9:00 a.m. on Tuesday June 27, 2017 for the same purpose as indicated above. This Final tour will start PROMPTLY at the time indicated herein. No other opportunities for Bidders to tour, or otherwise be admitted to non-public spaces within the Rogers Building will be allowed prior to receipt of bids.

Drawings and Invitation for Bid documents may be obtained from BIZPORT, 9 North Third Street, Richmond, VA 23219. Phone:(804)-780-1060, Fax:(804)-780-3103, Attention: Allen Whiteheart, email:largeformat@bizportdoes.com between the hours of 8:30 a.m. and 5:00 p.m., beginning **June 1, 2017** for an estimated non-refundable fee of **\$125**. Bid documents can be delivered via UPS for an additional **\$45** (for an estimated total of **\$170**). Only complete sets will be issued. ***Allow one business day for pickup and two business days for UPS delivery.***

Public Inspection of Invitation for Bid Documents will be available at the following locations:

1. BIZPORT, 9 North Third Street, Richmond, VA 23219
2. Builders' Exchange Association of Virginia, 3207 Hermitage Road, Richmond, VA 23227
3. Valley Construction News, 426 W. Campbell Avenue, S.W., Roanoke, VA 24016
4. Central Virginia Business and Construction Association, 3004 1st Avenue, Richmond, VA 23222
5. Greater Virginia Contractor's Association, 2406 Chamberlayne Avenue, Richmond, VA 23222

Prepared By:
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Principal Contract Officer